

Division of State Architect-Advisory Board
Board and All Committees-Status of
Motions and Follow-Up Items
Active, On Hold, and Inactive Items Only
March 22, 2005

<i>Item#</i>	<i>Topic/ Description</i>	<i>Meeting Date</i>	<i>Next AB Meeting</i>	<i>To DSA Staff</i>	<i>Staff Report Back to AB</i>
	<i>M = Motion</i>				
	<i>F = Follow-Up Item</i>				
01 - DSA Advisory Board					
01.01.02	F Membership Expirations	10/7/2004	1/18/2005		
	Advisory Board member terms currently expire 9/05. Acting State Architect still considering how terms will be addressed.				
	<i>Status:</i> Active	<i>Responsible Party:</i> Richard Conrad/Mary Ann Aguayo			
	<i>Comments:</i> This was an agenda item at the P&P Committee meeting on 12/14/04. Will go to the P&P Committee and Advisory Board once addressed by Acting State Architect. 1/3/05 - Lowell to present options at 1/18/05 meeting. Postponed to 4/14/05.				
01.01.03	F Operational Guidelines	10/7/2004	1/18/2005		
	Develop operational guidelines. Further definition of committee guidelines. Resolve committee status whether ongoing or ad hoc in nature (need clarification of these two roles).				
	<i>Status:</i> On Hold	<i>Responsible Party:</i> Mary Ann Aguayo/Lowell Shields			
	<i>Comments:</i> 12/14/04-Committee opted to review current P&P changes before considering the development of additional guidelines.				
01.01.07	F Update Reports	10/7/2004	1/18/2005		
	Request for update reports at AB meetings on an ongoing basis: 1) EIPB, 2) PEC, 3) Super Partnering Forum, 4) Legislation impacting DSA.				
	<i>Status:</i> Active	<i>Responsible Party:</i> Mary Ann Aguayo			
	<i>Comments:</i> Ongoing items for AB agendas. Verify representatives are attending to provide updates for each AB meeting.				

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01.01.09	F CASH and CSBA Conferences—Ad Hoc Committee Formation Lowell gained consensus to form an ad hoc committee by proxy for the Calif School Board Association (CSBA) conference in December and the CASH conference in February. JoAnn was nominated as chair.	10/8/2004	1/18/2005		
	<i>Status:</i> Active			<i>Responsible Party:</i> Mary Ann Aguayo/Lowell Shields	
	<i>Comments:</i> DSA Partnering Workshop. Mary Ann to follow up. Committee formed and topic selected (Beyond 1st Cost--How You Produce Excellence). Invitations have gone out to proposed presenters. 1/3/05-DSA will reimburse travel costs for AB members who participate. 3/3/05-Workshop successfully executed. Information gathered may be posted on web and topic further expanded for 2006 conference. (See 09.01.01)				
01.01.10	F Draft AB P&P Document Changes Draft P&P document changes reviewed at the 12/14/04 P&P Committee meeting and additional changes suggested.	10/8/2004	1/18/2005		
	<i>Status:</i> Active			<i>Responsible Party:</i> Liz Schroeder/Mary Ann Aguayo	
	<i>Comments:</i> This was a agenda item at the P&P Committee meeting on 12/14/04. Latest revised P&P document goes to 1/18/05 DSAAB meeting. 1/18/05-Will be updated and posted on the web. 2/2005 Full document edited for consistency.				
01.01.20	F DSA Strategic Plan Follow-up to Presentation Steve committed to asking each Regional Office to work with the AB on issues they develop through key goal areas. Teams will decide which issues to address, set up project plans and bring them to the next AB meeting (e.g. field inspection).	10/8/2004	1/18/2005		
	<i>Status:</i> Active			<i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad	
	<i>Comments:</i> AB agenda item. DSA S.P. teams being formed. Postponed to April 2005. Discuss with Richard in February '05. Ongoing updates as they become available. Next update may be June 2005.				
01.01.22	F Tours and Other Interactive AB Activities Lowell requested the AB consider construction/facilities tours, meetings on location, presenter's at meeting and other interactive events for future AB meetings.	10/8/2004	1/18/2005		
	<i>Status:</i> On Hold			<i>Responsible Party:</i> Liz Schroeder/Mary Ann Aguayo	
	<i>Comments:</i> Staff will follow up. AB January agenda follow-up item. Richard will speak to Lowell. 3/7/05-Can schedule if members can facilitate arrangements.				
01.01.23	F Request for Follow-Up Items The AB requests that a report going to the State Architect on all motions, follow-up items and questions posed (and replies).	10/8/2004	1/18/2005		
	<i>Status:</i> Active			<i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad	
	<i>Comments:</i> Met w/State Architect 10-25-04 and 1-3-05 to review follow up and action items. State Architect's responses are noted within reports. This process will be ongoing.				

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01.02.06	M Universal Design Committee Play Area Task Group: Pete Peterson mentioned DSA has no formal process for review of playgrounds and plans to make a recommendation at the next UDC meeting to disband work group. <i>Status:</i> Active <i>Responsible Party:</i> <i>Comments:</i> Lowell asked Board for an affirmation of recommendation. Unanimous.	1/18/2005	4/14/2005		
01.02.08	F Sustainability Board requests an update on this issue for next meeting. Inquired as to whether AB can be involved. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad <i>Comments:</i>	1/18/2005	4/14/2005		

02 - Building Standards Committee

02.01.02	F NFPA Stakeholder Review Process The next step in the stakeholder review process will be for DSA staff to draft a proposed process for the committee's review and endorsement. <i>Status:</i> On Hold <i>Responsible Party:</i> Mary Ann Aguayo/Chip Smith <i>Comments:</i> Draft of proposed process yet to be developed; will depend on what code is adopted (IBC vs. NFPA). On hold until a decision is made regarding what code to adopt.	4/21/2004	1/18/2005		
02.01.06	F 2004 Code Supplement Update Regarding the 2004 Code Supplement, DSA submitted the package to the Building Standards Commission August 2, 2004. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Chip Smith <i>Comments:</i> Committee to review and submit comment to Chip by June 30 to align with the next public comment period of 5/27-7/1/05..	4/21/2004	1/18/2005		
02.01.09	F Glu Lam Beams Safety Concerns DSA looking into comprehensive review of this matter including inspection issue. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Chip Smith <i>Comments:</i> Ongoing. Glu lam beam continuous inspection updates to be provided by DSA staff at committee meetings as information is gathered..	4/21/2004	1/18/2005		
02.01.12	F Plumbing/Mechanical Codes Amendment Packages Committee members encouraged to submit their comments on the Plumbing and Mechanical codes to DSA. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Chip Smith <i>Comments:</i> Code Advisory Committee met 2/16/05 and approved DSA's packages submitted last April with a few revisions and one change. ("A1 pecs" withdrawn by DSA.)	4/21/2004	1/18/2005		

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02.01.13	F Earthquake Bracing Systems for Water Heaters It was suggested that the committee consider adding to its next meeting agenda a discussion regarding the appropriateness of DSA's role in manufactured earthquake bracing systems for residential water heaters.	4/21/2004	1/18/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i>	Mary Ann Aguayo/Richard Conrad		
	<i>Comments:</i> Verify the approved motions are followed through and placed on Web page. DSA is not approving designs for bracing of water heaters. DSA will be providing guidelines only. See 01.01.19				
02.02.01	F NFPA Code Development Update DSA is seeking legal counsel regarding copyright problems, etc.	2/17/2005	4/14/2005		
	<i>Status:</i> On Hold	<i>Responsible Party:</i>	Mary Ann Aguayo/Chip Smith		
	<i>Comments:</i>				
02.02.02	F Proposed Stop Work Order & Procedure	2/17/2005	4/14/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i>	Mary Ann Aguayo/Dennis Bellet		
	<i>Comments:</i> Dennis will update committee at the next meeting. DSA to seek legal counsel. If draft is updated prior to next meeting, it will be distributed to committee for their input.				
02.02.03	F Modular Building Ordinance Moment Frame Code Change Update	2/17/2005	4/14/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i>	Mary Ann Aguayo/Chip Smith		
	<i>Comments:</i> Information item. Chip provided the committee with a brief background and overview noting that two-story modular framed buildings only exist in California at this time. DSA plans to gather factual data before arriving at a decision. Chip will keep the committee informed during the informational gathering process.				

04 - Excellence in Public Buildings Committee

04.01.01	F	Meeting Facilitator for Excellence in Public Schools Project	8/31/2004	1/18/2005
		Secure a meeting facilitator to conduct a one- to two-day work session to define the scope of the Excellence in Public Schools project, components, product(s), next steps, etc., and possibly conduct the session in conjunction with the 10/7-8 quarterly board meeting. The committee determined the first target audience should be school board members.		
		<i>Status:</i> Active	<i>Responsible Party:</i>	Mary Ann Aguayo/Charles Higuera
		<i>Comments:</i>	To be discussed at 11/5/04 EIPB meeting. Workshop may be conducted in conjunction with CASH or similar conference. Mar 2005-Similar topic of CASH workshop. Reassess work session need.	

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04.01.02	F CEFPI Planning Manual Mr. Dunston offered to provide a copy of CEFPI's newly revised planning manual to the committee at its next meeting. <i>Status:</i> Active <i>Responsible Party:</i> Liz Schroeder/Dennis Dunston <i>Comments:</i> Follow up with Dennis to provide manual at 11-5-04 EIPB meeting. (Dennis unable to attend 11/5/04 meeting. Will provide at next EIPB meeting.)	8/31/2004	1/18/2005		11/5/2004
04.01.03	F Consensus Regarding Excellence Mr. Castellanos encouraged the committee to work with CASH, CASBO, CSBA, AIA, school districts, and other groups to develop a broad-based consensus regarding excellence. He recommended creating a living document, posting it on-line, soliciting feedback, and sharing information and experience about best practices. He supported the concept of evidence-based decision-making. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad <i>Comments:</i> In progress.	8/31/2004	1/18/2005		11/5/2004
04.01.05	F Post Meeting Comments Meeting participants were encouraged to send any additional comments regarding defining excellence to Ms. Koplin following the meeting. <i>Status:</i> Active <i>Responsible Party:</i> Liz Schroeder/Jo Ann Koplin <i>Comments:</i> Soliciting comments. Ongoing.	8/31/2004	1/18/2005		
04.02.02	F EISB Resource Guide Project Meld existing framework/outline into principles of excellence identified at meeting. Mock up Web page. <i>Status:</i> Active <i>Responsible Party:</i> John&Janet/Mary Ann Aguayo <i>Comments:</i> 1) Modify existing table of contents to include identified principles of excellence. Obtain additional input on principles. 2) Mock up Web page with material already developed. 3) Provide links to latest related studies. 4) Assess need for contracted services. 5) Present to committee. Completion Target Date: 12/2005 per 11/5/04 EIPB meeting minutes.	11/5/2004	1/18/2005	11/12/2004	
04.02.03	F Request for E-mail List of Participants involved in Process Develop an e-mail distribution list for the committee that includes all members those who have attended EISB committee meetings since August 2004. Forward distribution list to Charles and Jo Ann. <i>Status:</i> Active <i>Responsible Party:</i> Liz Schroeder/Mary Ann Aguayo <i>Comments:</i>	11/5/2004	1/18/2005	11/15/2004	

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04.02.04a	F Letter of Invitation from State Architect Develop a form letter to invite participants to assist with the development of this project.	11/5/2004	1/18/2005	11/15/2004	
	<i>Status:</i> Active	<i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad			
	<i>Comments:</i> According to Kathi Littmann, there are many entities willing to assist. This invite will initially be used to invite LAUSD to participate and assist with the articles to be published.				
	This is a follow-up to a request from Mark DeMan, LAUSD who volunteered to assist.				
04.02.06	F School Board Members Excellence Policies Charles Higuera to meet with Kerry Clegg and CSBA reps to learn what school board members need to develop excellence policies.	11/5/2004	1/18/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i> Charles Higuera			
	<i>Comments:</i> Charles to report back to the committee.				
04.02.08a	F Williams Lawsuit Work Group Establish a work group to work with staff to prepare materials on how excellence applies to Williams lawsuit. Work with CDE and other state agencies. Charles Higuera volunteered to lead the group.	11/5/2004	1/18/2005		
	<i>Status:</i> On Hold	<i>Responsible Party:</i> Charles Higuera/Mary Ann Aguayo			
	<i>Comments:</i> Williams lawsuit overview to be provided at 1/18/05 DSAAB meeting. Work group will be formulated following the AB meeting. Can address after OPSC presentation to DSAAB.				
	Mar 2005-DSAAB members invited to attend OPSC informational workshops in lieu of presentation.				
04.02.13	F List of Excellence Principles Prepare and distribute a list of 5 major excellence principles from 11/5/04 meeting.	11/5/2004	1/18/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i> Mary Ann Aguayo			
	<i>Comments:</i> Completed in January 2005. Draft used for preparation of CASH workshop. Will distribute with next agenda.				
04.02.25	F Future Item: DSA Workshops for School Districts After Excellence in School Buildings resource project completion, consider having DSA provide workshops for school districts.	11/5/2004	1/18/2005		
	<i>Status:</i> On Hold	<i>Responsible Party:</i> Mary Ann Aguayo			
	<i>Comments:</i> Consider after project completion (tentatively slated for 12/05).				

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05 - Inspector Committee

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|--|---|---|---|-----------|-----------|
| 05.01.06a | F | Project Inspector Exam Process Review | 8/12/2004 | 4/14/2005 | |
| Dennis Shallenberger recommended that DSA review and clarify exam acceptance criteria in the document. | | | | | |
| | | <i>Status:</i> Active | <i>Responsible Party:</i> Mary Ann Aguayo/John Baca | | |
| | | <i>Comments:</i> 2/10/05 - John Baca reported that DSA is working towards contracting w/the State Personnel Board for an expert review of the exam process. This will be a long-term process.
Dennis Shallenberger recommended an EEO disclaimer and perhaps a legal disclaimer be used on exam applications and certification lists to address disability and legal issues. | | | |
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| 05.01.09a | F | Proposed Project Inspector Disciplinary Process | 8/12/2004 | 4/14/2005 | |
| Mr. Shallenberger recommended that committee members review the materials provided by Mr.ENZLER regarding the proposed disciplinary process for Inspectors in order to discuss them at the next meeting. | | | | | |
| | | <i>Status:</i> Active | <i>Responsible Party:</i> Mary Ann Aguayo/JeffENZLER | | |
| | | <i>Comments:</i> 2/10/05 Numerous comments were provided by the Committee. A request was made for numbered lines on drafts to simplify review. Any remaining comments are due to JeffENZLER by 2/24/05. | | | |
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| 05.01.14a | F | Laboratory Evaluation Acceptance (LEA) Disciplinary Procedure | 8/12/2004 | 4/14/2005 | |
| Mr. Hall proposed using the numbered list on page 2 which summarizes the current LEA process as examples of problems, clarifying that there may be other reasons for suspensions. | | | | | |
| Mr. Hall suggested changing "for the following reasons" to "reasons such as." | | | | | |
| | | <i>Status:</i> On Hold | <i>Responsible Party:</i> Mary Ann Aguayo/Eric France | | |
| | | <i>Comments:</i> LEA disciplinary procedures on hold until Items 05.02.04 - 05.02.06, etc. are developed by DSA. | | | |
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| 05.01.18 | F | Soil Testing Policy Development | 8/12/2004 | 4/14/2005 | |
| It was discussed that DSA needs an IR to clarify nuclear testing or maximum density testing criteria. | | | | | |
| | | <i>Status:</i> Active | <i>Responsible Party:</i> Mary Ann Aguayo/Eric France, JeffENZLER | | |
| | | <i>Comments:</i> Comments noted. Policy in development stages. Seeking additional input from committee. IC agenda item. | | | |
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| 05.02.01 | F | Sampling & Testing of Materials Policy - Draft Review | 2/10/2005 | 4/14/2005 | 2/24/2005 |
| Draft presented for review and comment | | | | | |
| | | <i>Status:</i> Active | <i>Responsible Party:</i> Mary Ann Aguayo/Eric France, JeffENZLER | | |
| | | <i>Comments:</i> 2-10-05 -Draft disseminated and comments and recommendations provided. DSA will distribute revised draft for comment in approximately two weeks. | | | |

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05.02.02	F Proposed New Structural Testing & Special Inspections List Draft forms DSA 103-1a & 103-1b presented for review and comment	2/10/2005	4/14/2005		
	<i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Eric France, JeffENZler				
	<i>Comments:</i> 2/10/05 - Comments and recommendations received. Draft to be developed to address: How can special inspectors be identified? Draft will be prepared for next Committee meeting. Additional feedback on draft forms presented are solicited comments from Committee due 3/3/05.				
05.02.03	F Proposed Electronic Field Review Process Draft for review and comment	2/10/2005	4/14/2005		
	<i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/JeffENZler				
	<i>Comments:</i> 2/10/05 - JeffENZler presented this as a long-term project that is currently under development. Updates will be provided periodically by staff as they become available.				
05.02.04	F LEA Application (DSA Form 100-3) Revised draft, LEA application presented for review and comment.	2/10/2005	4/14/2005		
	<i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Eric France				
	<i>Comments:</i> Comments from committee due 3/3/05.				
05.02.05	F Various LEA Program Report Draft Templates Templates presented for review and comment.	2/10/2005	4/14/2005		
	<i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Eric France				
	<i>Comments:</i> Comments from committee due 3/3/05.				
05.02.06	F LEA Program Website Proposed web pages presented for review and comment.	2/10/2005	4/14/2005		
	<i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Eric France				
	<i>Comments:</i> Comments from committee due 3/3/05.				
05.02.07	F Interpretive Regulations for Project Inspector Duties (IR A-8) Staff to revise draft and provide to committee at the next meeting.	2/10/2005	4/14/2005		
	<i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Eric France				
	<i>Comments:</i> IC agenda item.				

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06 - Policies and Procedures Committee

06.01.04 F Waterless Urinal Appeal 12/14/2004 1/18/2005

Status: Active *Responsible Party:* Lowell Shields/Tom Shih/Richard Conrad

Comments: 1. Lowell to ask Tom Shih to develop records of what worked/ what didn't in last appeal process; 2. Committee Chair and Board Chair to debrief process with State Architect, next steps, and what's been learned from the appeal process;
3. Richard Conrad agreed to pull process from DSA website after waterless urinal appeal.

06.01.12k F Policies & Procedures Document - Latest Revision 12/14/2004 1/18/2005

Consider additional appointment of a charter school representative as an ex officio member to the DSA Advisory Board.

Status: Active *Responsible Party:* Liz Schroeder/Kerry Clegg

Comments: Appointment tabled for if/when Acting State Architect wants to pursue. Dec 2004 - Decision made to add Charter School contact to DSAAB mail list--Kerry to supply contact.

06.02.04 M UDC Membership Requirement 10/8/2004 1/18/2005

Motion by John Scott that would require UDC members to either be a representative of an organization/group or that member elects would find a group that will sponsor them. 2nd by Stephanie Gonos.

Status: Active *Responsible Party:* Mary Ann Aguayo/Lowell Shields

Comments: Discuss at the next P&P Committee meeting.

07 - Safety & Emergency Response Committee

07.01.01a F DSA Emergency Response Plan 7/27/2004 1/18/2005

Review development of DSA's SEMS plan and staff training.

Status: Active *Responsible Party:* Mary Ann Aguayo/Dan Levernier

Comments: Responsibility transferred to Dan Levernier on 10/8/04. OES rep to update S&ERC at the 12/1/04 meeting. (OES rep to teleconference in during this portion of the meeting.)

07.01.05 F Local Building Official 7/27/2004 1/18/2005

Add a local building official to the committee.

Status: Active *Responsible Party:* Liz Schroeder/Gate Bate

Comments: Gale Bate asked Tom Shih to join committee. Liz Schroeder to follow up with Tom. March 2005 - Tom cannot commit to this committee.

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07.01.06	F Emergency Portable Building Criteria Request for DSA to study emergency portable building criteria.	7/27/2004	1/18/2005		
	<i>Status:</i> On Hold	<i>Responsible Party:</i> Mary Ann Aguayo/Dan Levenier			
	<i>Comments:</i> Comments noted. DSA to provide update to committee at upcoming meeting when staff is prepared to discuss..				
07.01.10	F Local Emergency Responders Helpful for DSA to coordinate with local emergency responders. Committee suggested DSA staff to attend meetings of police and fire chief associations.	7/27/2004	1/18/2005		
	<i>Status:</i> On Hold	<i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad			
	<i>Comments:</i> To Richard Conrad for direction. To be considered when DSA has a permanent Fire/Life/Safety staff member.				
07.01.11	F LAUSD Emergency Plan Review LAUSD emergency plan when available.	7/27/2004	1/18/2005		
	<i>Status:</i> On Hold	<i>Responsible Party:</i> Mary Ann Aguayo/Dan Levernier			
	<i>Comments:</i> Work with LAUSD when report is completed, possibly May or June 2005. Distribute to committee for review and comment.				
07.01.13	F OES and Police/ Fire Associations Invite representatives from OES and police and fire associations to upcoming committee meeting.	7/27/2004	1/18/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i> Liz Schroeder/Mary Ann Aguayo			
	<i>Comments:</i> Liz to work with Ken Hall regarding extending invitations for Spring 2005 meeting. 1/18/05- Executive Order 03-03: Does it provide enough authority?				
07.01.16	F OES Disaster Resistant California Conference Committee encouraged to attend OES Disaster Resistant California Conference (DRC) in Sacramento next spring; discussed coordinating the Spring S&ERC meeting to align with the conference.	7/27/2004	1/18/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i> Mary Ann Aguayo/Jo Ann Koplin			
	<i>Comments:</i> Comments noted. The 2005 conference will be held May 15-18, 2005 at the Sacramento Hyatt Regency hotel.				
07.01.17	F Alameda County Team Invite three person team from Alameda County to the S&ERC meeting in Sacramento.	7/27/2004	1/18/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i> Mary Ann Aguayo/Jo Ann Koplin			
	<i>Comments:</i> To be invited to Spring 2005 committee meeting. Meeting will be held in conjunction with the DRC conference, May 2005 (see 07.01.16).				

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07.01.20	F Emergency Supply Bin Criteria (Future task): Committee to develop criteria to guide school districts re: choosing appropriate locations for emergency supply bins. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Jo Ann Koplin <i>Comments:</i> Future item; staff to work with chair. Review/update Emergency Plan checklists, etc., contained in OES documents, "School Emergency Response Using SEMS at Districts and Sites" and "Schools as Post-Disaster Shelters." Tony to provide copies of documents.	7/27/2004	1/18/2005		
07.01.21	F Tagging Process (Future task): Invite OES representative to attend future committee meeting re: tagging process. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Jo Ann Koplin <i>Comments:</i> Future agenda item; staff to work with chair. (Also see 07.01.12.) 1/18/05-Red Cross has the authority for shelters. Evaluate statute that gives DSA minor authority or upgrade to tag buildings. Collect list of schools not used as shelters. Assist DSA with emergency plan to identify liabilities not approved for shelters.	7/27/2004	1/18/2005		
07.01.22	F Interagency Response Process (Future task): It would be helpful to educate school districts re: services available to them from agencies such as DSA. Provide flow chart to familiarize them re: interagency response process. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Dan Levernier <i>Comments:</i> Staff to research availability of existing material.	7/27/2004	1/18/2005		
07.02.01	F Schools As Shelters Schools as shelters; priority for post-disaster inspection. <i>Status:</i> On Hold <i>Responsible Party:</i> Mary Ann Aguayo/Dan Levernier <i>Comments:</i> Committee opted not to address at this time, revisit at a later date. Consider proximity to other hazards (i.e., power transmission lines, etc.). Consider providing criteria to school districts and local building departments, or inform that information is on the web if/when developed. 1/18/05-Invite Red Cross to address.	12/1/2004	1/18/2005		
07.02.02	F Building Assessment Criteria Consider developing pre and post event criteria. <i>Status:</i> On Hold <i>Responsible Party:</i> Mary Ann Aguayo/Dan Levernier <i>Comments:</i> DSA staffing level insufficient at this time. If developed, post on DSA and CDE web sites.	12/1/2004	1/18/2005		

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07.02.03	F OES and ORC Mailing Lists Committee requested OES and ORC mailing lists regarding public schools.	12/1/2004	1/18/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i> Liz Schroeder/Tony			
	<i>Comments:</i> Tony, OES, to check with OES IT, Planning & Operations Branch, and Executive Office. Will provide feedback.				
07.02.05	M Safety Plans of School Districts Motion passed for DSA to initiate an official letter from DSA to OES regarding school district safety plans and integration of safety plans of local municipalities.	12/1/2004	1/18/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad			
	<i>Comments:</i> Comment noted. Motion to be forwarded to the full board at the next quarterly meeting, 1/18/05. Acting State Architect to determine next steps following AB meeting.				
07.02.06	M Literature Search, State and Federal Documents Regarding Sheltering Mandates Identify pertinent state and federal documents regarding sheltering mandates.	12/1/2004	1/18/2005		
	<i>Status:</i> On Hold	<i>Responsible Party:</i> Mary Ann Aguayo/Richard Conrad			
	<i>Comments:</i> Comment noted. Motion to be forwarded to the full board at the next quarterly meeting, 1/18/05. Acting State Architect to determine next steps following AB meeting. Mar 2005-DSA staff will address after Emergency Plan and related training is completed.				
07.02.08	M Invite DGS Emergency Response Coordinator to Next Meeting Staff asked to contact John Ashbee.	12/1/2004	1/18/2005		
	<i>Status:</i> Active	<i>Responsible Party:</i> Liz Schroeder/Dan Levernier			
	<i>Comments:</i> John Ashbee invited. He plans to attend the 1/19/05 S&ERC meeting in Sacramento. 1/19/05-Meeting postponed.				

08 - Universal Design Committee

08.01.19	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #19: Mr. Skaff made a motion, seconded by Mr. Margen, to accept the proposed change (to Section 220-S, definition of Stairway). Motion tied, 3-3-1 (Mr. Scott abstaining).	6/14/2004	1/18/2005		
	<i>Status:</i> On Hold	<i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble			
	<i>Comments:</i> Pending-Stockpiled Rulemaking for 2005 or 2006. Possible rulemaking consideration (Committee recommendation).				

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08.01.20	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #20: Mr. Skaff made a motion, seconded by Mr. Nicol, to continue using the “path of travel” language and reject the proposed change (to Section 1107A.4-D "Detectable Warning"). The motion failed, 2-3-2 (Mr. Lawrence and Mr. Scott abstaining).	6/14/2004	1/18/2005		
<i>Status:</i> On Hold		<i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble			
<i>Comments:</i> Pending-Stockpiled Rulemaking for 2005 or 2006. Possible rulemaking consideration (Committee recommendation).					
08.01.21	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #21: Mr. Skaff made a motion, seconded by Mr. Lawrence, to send the proposed change to Section 1104B.6.3 back to DSA for further review and clarification. The motion was carried unanimously.	6/14/2004	1/18/2005		
<i>Status:</i> On Hold		<i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble			
<i>Comments:</i> Possible rulemaking consideration (Committee recommendation).					
08.01.23	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Substantive Changes Motion #23: A motion was made and seconded to send this section (Section 1115B.2.1.3.3) back to DSA for revisions. The motion was carried unanimously.	6/14/2004	1/18/2005		
<i>Status:</i> On Hold		<i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble			
<i>Comments:</i> Possible rulemaking consideration (Committee recommendation).					
08.01.42	M 2004 Code Adoption Cycle-Express Terms and Statement of Reasons-Curb Ramps and Detectable Warnings Motion #42: Mr. Skaff made a motion, seconded by Mr. Margen, to send this provision (regarding Section 11129B.2) back to DSA to be modified to meet the existing ADAAG. The motion passed, 4-5.	6/15/2004	1/18/2005		
<i>Status:</i> On Hold		<i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble			
<i>Comments:</i> Pending. Rulemaking for 2005/2006. Refer to Motion 43.					
08.01.51	M Proposed New DSA Policies-04-04-Travel Distance to Accessible Sanitary Facilities Motion #51: Mr. Guisasola made a motion, seconded by Ms. Toji, to approve Policy 04-04 as proposed. After some discussion, the committee decided to send this policy back to DSA.	6/15/2004	1/18/2005		
<i>Status:</i> On Hold		<i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble			
<i>Comments:</i> Back to DSA, no action. DSA staff is reconsidering policy. May be presented again to the committee at a later date, which is undetermined.					

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08.02.03	M 2004 Code Adoption Cycle Follow-up and Motion #3: Mr. _____ made a motion, seconded by Mr. _____ 1133B.7.13 this is to be sent back to DSA for non-submittal and substantive changes both. This UDC does not want to correct the 2.5%. The intent is to re-affirm original intent. Do changes per ADAAG or Withdraw. The motion was carried unanimously. Mr. Scott will report at the DSAAB meeting. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble <i>Comments:</i> State Architect reviewed and considered but failed. Corrected to 2.5%. State Architect considered the committee's recommendation and disagreed. The State Architect indicated that this percentage should be corrected.	9/28/2004	1/18/2005		
08.02.04	F 2004 Code Adoption Cycle UDC follow-up comments on 1129B, if ADAAG scoping would preclude accessible space, the CA language needs to be consistent. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble <i>Comments:</i> No action. January agenda item.	9/28/2004	1/18/2005		
08.02.05	M Reconsideration of proposed new policy remaining from June, 2004 UDC meeting. IR 04-04 TRAVEL DISTANCE TO SANITARY FACILITIES Motion #4: Mr. Skaff made a motion, seconded by Mr. Lawrence to send back to the Division of the State Architect. The UDC is to send Aaron Noble some suggested language. Note: The key to this IR is "on area served." The motion was carried unanimously. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble <i>Comments:</i> No action. Pulled to look at a later date.	9/28/2004	1/18/2005		
08.02.06	M Amend 94-05 ACCESSIBILITY AT EXIT- ONLY DOORS Motion #5: Mr. Skaff made a motion, seconded by Mr. Lawrence to send back to the Division of the State Architect with the following amendments: In the Resolution change the 3rd word 'buildings' to say 'construction'. In the 2nd sentence after the words 'and egressible' add the words 'in the direction of egress'. Ayes were all in favor. Mr. Peterson abstained. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble <i>Comments:</i> No action. January agenda item.	9/28/2004	1/18/2005		
08.02.07	M Amend 94-10 RESURFACING, REPAIRING AND ALTERATIONS OF PARKING LOTS Motion #6: Mr. Scott made a motion, seconded by Mr. Skaff to send back to the Division of the State Architect with the following amendments: In the Resolution, in the 1st sentence (9th word) change the word 'repairing' to read 're-striping'. After the last line add the following words after shall be applicable: 'for resurfacing, re-striping or alterations of parking lots.' Ayes were all in favor. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble <i>Comments:</i> No action. January agenda item.	9/28/2004	1/18/2005		

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08.02.08	M Amend 94-22 RECONSTRUCTION AFTER FIRE DAMAGE Motion #7: Mr. ____ made a motion, seconded by Mr. ____ to send back to the DSA with the following amendments: In the Resolution, 2nd paragraph, 2nd line, after the words 'and additional insurance', delete the word 'insurance' and add the words 'project funding'. After 'may be necessary' add the words 'to complete' and delete 'for full coverage of.' Last line should read: 'Also, school district officials should be aware that insurance policies generally cover only fire damage areas and additional project funding may be necessary to complete all required work.' Vote: 7 - Yes and 3 - No. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble <i>Comments:</i> No action. January agenda item.	9/28/2004	1/18/2005		
08.02.09	M Amend 95-01ALTERATION PROJECTS - \$25,000 AND UNDER Follow-up and Motion #8: Mr. Peterson made a motion, seconded by Mr. Nicol --The UDC lost a quorum, no further action was taken at this point only UDC discussion. It was discussed that this should go back to DSA to be re-written as an active statement. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Aaron Noble <i>Comments:</i> Suggested amending the Resolution, 1st line as follows: after the words 'compliance is' delete the word 'not', delete the last two words 'and under' and add the words 'or greater' after \$25,000. Aaron Noble suggested that the original Resolution could be revisited. Mr. Peterson stated that he was not sure if he has ever gotten an approval letter as stated in the 2nd paragraph of the Issue. It was suggested that the 2nd paragraph of the Issue be deleted. No action. January agenda item.	9/28/2004	1/18/2005		
08.02.13	F Proposed Code Changes for 2005 OUD requests that DSA staff place new code changes in the proper format and submit to the UDC for review for the January 2005 meeting. <i>Status:</i> Active <i>Responsible Party:</i> Mary Ann Aguayo/Linda Huber <i>Comments:</i> Work plan for 05 rulemaking is in progress. No action taken. January agenda item.	9/28/2004	1/18/2005		
08.02.16	F Publications Pertaining to Play Area and Door Standards UDC inquired about publications pertaining to play area and door standards and asked if DSA would pay for such documents. DSA staff to follow up on cost of publications. <i>Status:</i> Active <i>Responsible Party:</i> <i>Comments:</i> The six publications range from \$24-\$53. A list of publications and their costs will be provided at January UDC meeting. Executive Office decision.	9/28/2004	1/18/2005		

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09 - CASH Ad Hoc Committee

09.01.01	F	Panel Discussion on Excellence	12/7/2004	1/18/2005	
		<p>Panel discussion on excellence introduced by the Excellence Committee's developed definition of Excellence followed by presentations by discipline (i.e., architect, contractor, school district reps, facility planning, maintenance/operation staff, administration, school board reps, etc) presenting their vision/perspective of excellence and how it applies to their projects. Have the panel discussion facilitated by the Acting State Architect.</p>			
		<p><i>Status:</i> Active</p>	<p><i>Responsible Party:</i> John Vester/Mary Ann</p>		
		<p><i>Comments:</i> Workshop to be conducted during the annual CASH conference, March 3, 2005 from 10:15-11:15 a.m. at the Sacramento Convention Center. Mar 2005-Workshop successful. Generated a summary of information captured to post on DSA web pages. Same format is proposed for 2006.</p>			